

HOUSING AUTHORITY OF SKAGIT COUNTY
Skagit County, Washington
October 1, 1992 Through September 30, 1993

Schedule Of Federal Findings

1. Housing Authority Personnel Must Ensure The Disclosure And Verification Of Social Security Numbers By Applicants and Participants In HUD Programs

Of the ten tenant files that we tested, two (20 percent) did not contain evidence of disclosure and verification of social security numbers (SSNs).

24 *Code of Federal Regulations* (CFR), Part 750 requires each member of an individual's household, who is at least six years of age, to disclose and verify SSNs when application for participation in a U.S. Department of Housing and Urban Development (HUD) program is made or when their continuing eligibility to participate in the program is determined. The documentation necessary to verify the SSN of an individual is a valid social security card issued by the Social Security Administration of the Department of Health and Human Services, or such other evidence of the SSN as HUD or the housing authority may prescribe in administrative instructions.

This rule exists to enable HUD to use social security numbers to help decrease the incidence of fraud, waste and abuse. Failure to disclose and verify the social security numbers of required household members results in the denial of eligibility, the termination of assistance, and/or the termination of tenancy of a participant.

The housing authority personnel are aware of the requirement and have a system in place to obtain disclosure and verification of participants' SSNs when they apply and when they are reexamined. They feel that the required SSN documentation was missed because of frequently changing household members and the housing authority's attempt to comply with the 60 day grace period. Once the noncompliance was brought to their attention, housing authority personnel were able to obtain the proper documentation.

We recommend that housing authority personnel ensure that disclosure and verification of social security numbers is obtained and documented in the tenant files.